

DEXTER DOWNTOWN DEVELOPMENT AUTHORITY
IN-PERSON HYBRID MEETING
MINUTES
April 20, 2023

1. Call to Order - Chair Doug Finn opened the meeting at 7:32 am.

2. Roll Call - The following members were present:

Doug Finn, Chair	Karen Magdich	Phil Mekas
Mike Fitzpatrick, Treasurer	Patrick Becker,	Mike Penn
Deb Schroeder	Rich Bellas	Randy Willis

Don Darnell and Shawn Keough were absent

Also in attendance were Michelle Aniol, Community Development Manager, Marianne Wendt, Recording Secretary, and Eric Tuomey

3. Approval of Minutes

Motion by Willis and supported by Bellas to approve the regular March 15, 2023 minutes.

Motion carries by unanimous voice vote, with Darnell and Keough absent.

4. Approval of Agenda

Motion by and supported by Willis with second by Penn to approve the agenda, as presented.

Motion carries by unanimous voice vote, with Keough and Darnell absent.

5. Pre-Arranged Citizen Participation

There was no pre-arranged citizen participation.

6. Non-Arrangement Citizen Participation

There was no non-arranged citizens participation.

7. Treasurer's Report

Mr. Fitzpatrick presented the Treasurer's Report including a summary of the Cash Balances and Revenue and Expenditures Report, which were included in the packet.

The DDA inquired what would happen to the existing taxable bond if 3045 Broad were sold. Ms. Aniol stated that the City's Bond Counsel said the funds from the sale would be placed in escrow until such time that the bonds were callable.

The DDA also asked if a revenue bond could be issued against the TIF capture. Bond Counsel said yes, but that it is uncommon and the DDA would likely get a better interest rate through a general obligation bond.

a. Invoices (April 2023) - \$80,741.25

Motion by Willis with support by Schroeder to approve the invoices.

Ayes: Willis, Bellas, Finn, Becker, Fitzpatrick, Magdich, Penn, Mekas

Nays: None

Absent: Darnell, and Keough.

Motion carries.

b. Treasurers Report – April 2023

Motion by Bellas, with support by Schroeder to approve the Treasurer's Report, as presented.

Ayes: Finn, Becker, Bellas, Magdich, Penn, Willis, Schroeder, Mekas and Fitzpatrick.

Nays: None

Absent: Keough, and Darnell.

Motion carries.

8. Correspondence/Communications

None

9. New Businesses

a. Forecast FY 2023-2024 – Discussion only

Ms. Aniol reviewed the preliminary Forecast for FY 2023-2024, including the Summary, Tax Capture, Bonds, and Projects. The Grandview Commons Brownfield Payback Estimates were highlighted.

The DDA requested that Professional Services be increased to cover the Update of the Strategic Plan. The Board also asked to increase attorney fees to \$20,000; City Maintenance to \$100,000, and Marketing and Promotions to \$5,000.

Ms. Aniol reviewed the DDA Projects and stated the DTE projects will be completed this fiscal year. The Board also asked for Trees on Main Street to be added as a project.

b. 3045 Broad St Sub-Committee Update – Discussion only

Ms. Aniol explained the 3045 Broad Street Sub-Committee met with Common Sail on April 10th and 17th, to discuss TIF Scenarios, Land Strategy/Approach and Overall Pro Forma Underwriting. Copies of Common Sail's Underwriting and the sensitives follow-up reports were included in the packet for the Board's review.

Common Sail is meeting with the MEDC on April 26th.

The Board conducted a brief discussion regarding tap fees and parking, composition of proposed dwelling units, and Dexters non-core community classification. Ms. Aniol briefed the Board on a Senate bill currently working its way through the house, which would amend the Brownfield act to provide funding assistance for attainable housing projects.

10. Unfinished Business

a. POSTPONED on March 15, 2023: Parking Lot Use Request from Dexter Daze – REQUEST WITHDRAWN.

b. Replacement Trees on Main Street – Discussion

Ms. Aniol reviewed the information provided in the packet, including the quantity of replacement trees, tree removal and improvements to growing environment, and tree replacement species on Main Street, along with next steps. She also stated she met with Burman's Tree Services, the City's new Arborist last week.

Consensus of the Board was for Ms. Aniol to obtain bids for a variety of orange and red columnar cultivars and Magnolias to replace the Honey Locust trees.

11. Reports

a. Mayor

Mayor Keough was absent, but his report was included in the packet.

b. Staff

Ms. Aniol's report was included in the packet and she provided a verbal update regarding the Strategic Plan kick-off meeting, stating it will be on May 2nd from 12-1:30 pm.

12. Chairman's Report

Chairman Finn stated the next Regular Meeting is scheduled for May 18, 2023 and the following items are anticipated to be on the agenda:

- Consideration: Forecast FY 2023-2024
- Discussion: Budget for FY 2023-2024
- Consideration: A complete scope of work, schedule and cost estimates for replacement trees on Main Street.

13. Non-Arranged Citizen Participation

Member Bellas announced that the Dexter Bicentennial Celebration is scheduled for June 20 – 23, 2024 and then distributed an event card with a QR code to promote the event.

14. Adjournment

Motion by Penn, with support by Schroeder to adjourn meeting at 8:00 am.

Motion carries by unanimous voice vote with Keough and Darnell absent.

Respectfully submitted

Approved for filing: May 18, 2023

Marianne Wendt
Recording Secretary